

**SAN BERNARDINO COUNTY
WORKFORCE INVESTMENT BOARD
CONTRACTS/PERFORMANCE/POLICY/PROCEDURES
COMMITTEE MEETING**

Meeting Location:
WIB Offices, 215 N. D St, S-201
San Bernardino CA 92415-0041
Wednesday, April 19, 2006
2:30 p.m.

Conflict of Interest Advisement

WIB members please be advised: If an item on the meeting agenda relates to the provision of services by you, your immediate family, the entity you represent, or any person who has made \$250 in campaign contributions to you during the last 12 months, or if approval or disapproval of an agenda item would have a foreseeable material effect on an economic interest of you, your immediate family, or the entity you represent, *then please follow these procedures:*

"When the agenda item is first introduced, please immediately announce that you are recusing yourself from participating in the agenda item, and then refrain from discussing, voting on, or otherwise influencing the WIB's consideration of the agenda item."

Public Participation Advisement

For members of the public, if you wish to address the WIB concerning any matter on the agenda, please fill out a speaker card located near the entrance to the room indicating your name and the item on which you would like to speak, and provide the card to our clerk, Stephanie Soto. When the agenda item is presented to the Board, you will be provided an opportunity to speak. If you wish to address the WIB on a matter that is not on the agenda but is within the WIB's jurisdiction, please fill out a card with your name and the nature of the matter, and an opportunity will be provided toward the end of the meeting for your comments. Due to time constraints, the chairperson may impose time limits on all speakers addressing the WIB.

AGENDA

1. Call to Order/Member/Staff Introductions
2. Approval Item – Minutes of March 15, 2006
3. Discussion Items
 - (a) Approve local policy on establishing a Standard for achieving self-sufficiency in the Local Workforce Investment Area's WIA Adult and Dislocated Worker programs. Direct staff to move this policy forward for consideration by the WIB at its next regular meeting.
 - (b) Open discussion on future policies.
4. County Report
5. Public Comments
6. Adjournment

Accessibility Notice

The Workforce Investment Board meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Staff Aide at least three (3) business days prior to the Board meeting. The Staff Aide's telephone number is (909) 381-7922 and the office is located at 215 N. D Street, Suite 201, San Bernardino, CA. California Relay Service 711

**This WIA Title-I financially assisted program or activity is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.**

**San Bernardino County
Workforce Investment Board
Contracts/Performance/Policies/Procedures Committee
Agenda Item**

MEETING DATE: April 19, 2006

ITEM: 3(a)

SUBJECT: Local Workforce Investment Area Self Sufficiency Standard Policy

PRESENTED BY: Barbara Halsey, Workforce Development Department

CONSENT _____ **ACTION** X **INFORMATION** _____

RECOMMENDATION: Approve local policy on establishing a Standard for achieving self-sufficiency in the Local Workforce Investment Area's WIA Adult and Dislocated Worker programs. Direct staff to move this policy forward for consideration by the WIB at its next regular meeting.

BACKGROUND: The Workforce Investment Act (WIA) allows Local Workforce Investment Areas increased flexibility to implement One-Stop systems that best suit the needs of the local area. Local Flexibility may include the development of local policies, procedures and definitions consistent with federal and state laws and regulations.

Title 20 of the Code of Federal Regulations (CFR) Part 663.220 and 663.230 interprets what criteria must be used to determine whether an unemployed and/or employed worker needs WIA intensive services to obtain or retain employment leading to self-sufficiency. State and/or Local Boards must set the criteria for determining whether employment leads to self-sufficiency.

Expanding economic opportunities for the working poor and dislocated workers, and raising the quality of entry-level jobs, are primary goals of WIA. To be more effective, workforce development strategies must respond to the realities of the regional economy. Establishing a Self-Sufficiency Standard under the LWIA's Adult and Dislocated Worker programs offers one opportunity to make this system more responsive to the needs of workers.

Approval of the San Bernardino County Self-Sufficiency Standard will allow staff to submit it to the full WIB for approval and implementation as of July 3, 2006.

REVIEWED BY OTHERS: Employment Development Department WID Program Advisor

ATTACHMENT: A Self-Sufficiency Standard

WIB COMMITTEE ACTION: _____

MOTION: _____

SECOND: _____

AYES: _____ NOES: _____

DATE: April 19, 2006 ITEM #3(a)

SELF-SUFFICIENCY STANDARD

Subject: Self-Sufficiency Standard Policy for the San Bernardino County LWIA

Purpose: To adopt a Standard for achieving self-sufficiency in the Local Workforce Investment Area's WIA Adult and Dislocated Worker programs.

References:

- WIA Section 101 (24)
- WIA Regulations 663.220 and 663.230
- Employment Development Department's WID Eligibility Technical Assistance Guide pp: 12 & 13.
- EDD Workforce Investment Act Directive Number: WIAD04-24
- The Self Sufficiency Standard for California, December 2003

Background:

- Title 20 of the Code of Federal Regulations (CFR) Part 663.220 and 663.230 interprets what criteria must be used to determine whether an unemployed and/or employed worker needs WIA intensive services to obtain or retain employment leading to self-sufficiency. State or Local Boards must set the criteria for determining whether employment leads to self-sufficiency. At a minimum, such criteria must provide that self-sufficiency means employment that pays at least the lower living standard income level, as defined in WIA Section 101(24). It is expected that the definition of self-sufficiency developed by the local areas will vary according to the area's economic conditions and other mitigating circumstances. Local Areas have the discretion to develop criteria that sets a higher standard. This ensures that local conditions, such as the cost of living and local wages are considered.
- The Employment Development Department's WID Eligibility Technical Assistance Guide (TAG) provides LWIAs with the State's interpretation of Title 20 CFR Section 663.230. "In the absence of a State policy, local boards must set criteria for determining whether employment leads to self-sufficiency." The adoption of a definition of self-sufficiency allows a local area to broaden the population it serves (e.g., by including the working poor) while not negatively impacting the LWIA performance measures.

Considerations:

1. WIA Section 101 (24) provides for the use of one of two sets of data to establish whether an individual is considered low-income. The measure used is the highest of either 70 percent of the LLSIL published by the Department of Labor or the poverty guidelines published by Department of Health and Human Services. Both the LLSIL and the Federal Poverty Guidelines are determined annually. When funds are limited and LWIAs establish priorities for WIA Adult service, adults earning less than 70% of the LLSL are considered low income and should be given priority for WIA program services. Whereas, self-sufficiency is how much income is needed for a given family composition in a given place to adequately meet their basic needs. In addition, the regulations set the floor for self-sufficiency at employment that pays at least 100 percent of the LLSIL. States and local areas have the flexibility to adjust the level upward in defining employment that leads to self-sufficiency.
2. Criteria that may be factored into defining employment or a family wage that leads to self-sufficiency include:
 - a) Family size
 - b) Food
 - c) Transportation
 - d) Health care
 - e) Housing costs
 - f) Child care
 - g) Taxes (e.g., state sales tax, federal and state taxes, property taxes), and
 - h) Miscellaneous costs (such as clothing, shoes, household items, personal hygiene items, telephone, etc., or 10% of a-f)
3. There is no "One" definition or Standard for defining or determining self-sufficiency among California's Local Workforce Investment Areas:
 - Mendocino county uses 200% of the LLSIL, this would translate to a salary of \$68,540/yr or \$32.95/hr in SB County;
 - Fresno uses 150% of the Poverty Level, this would translate to a salary of \$29,025/yr or \$13.95/hr in S.B. county; and

- Alameda county determines self-sufficiency based on a local economic report “The Bottom Line: Setting the Real Standard for Bay Area Working Families”. This results in an annual income of \$50,907/yr or \$24.10 per hour for a family of three.
4. At the request of the Committee, staff developed a Self-Sufficiency Table based on several Standards currently available to determine self-sufficiency for a family of three in San Bernardino County. The Standards were:
- Federal Poverty Level, which is based on a mathematical formula, The Agriculture Department's economy food plan and actual price changes through a calendar year;
 - Lower Living Standard Income Level, which is adjusted for regional, metropolitan, urban and rural differences, and family size as determined annually by the Secretary of Labor based on the most recent lower living family budget issued by the Secretary;
 - California Association of Realtors' Minimum Annual Income for Purchasing a Home, which uses the minimum yearly salary needed to finance a mortgage in San Bernardino County;
 - California Budget Project's Basic Family Wage, which uses family size, income and the local region's cost of living (Orange, Riverside, Ventura and San Bernardino counties); and
 - The Self-Sufficiency Standard for California December 2003, which uses income, family size, the local area's cost of living minus projected tax credits.

Recommendation:

San Bernardino County Local Workforce Investment Board recognizes that achieving Self-Sufficiency in San Bernardino County is based on how much income is needed for a given family composition to adequately meet criteria such as family size, food, child care, taxes, transportation, health care and other miscellaneous costs.

The National Economic Development & Law Center's (NEDLC) Self-Sufficiency Standard for San Bernardino County takes these factors into consideration when establishing an Adult or Dislocated Worker's level of self-sufficiency. Therefore, staff recommends the Local Workforce Investment Board adopt the NEDLC California Self-Sufficiency Standard for San Bernardino County as the benchmark for achieving Self-Sufficiency in its WIA Adult and Dislocated Worker programs.

Procedures:

- Staff will continue to use the Federal Poverty Level and the Lower Living Standard Income Level to determine low income status for WIA Adult program services.
- Adults and dislocated workers who meet the WIA statutory requirements for Intensive and Training services may receive these services when their chosen occupation or career objective will lead to Self-Sufficiency as identified by the NEDLC California Self Sufficiency Standard for San Bernardino County.

Exceptions to this provision will be determined on a case by case basis.